

**DEPARTMENT OF THE AIR FORCE**HQ WARNER ROBINS AIR LOGISTICS CENTER (AFMCC)  
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28 Mar 00**JAN 27 2000**

MEMORANDUM FOR WR-ALC/LA/LB/LE/LF/LJ/LK/LN/LU/LY/PK/RE

FROM: WR-ALC/LG

SUBJECT: Contract Depot Maintenance Activity Group (DMAG) Policy, Order Level  
Visibility on "D" Type Contracts

1. The practice of using the 'serialization field' in our financial system (G072D) to differentiate changes to an end item's repair cost has created disconnects in the automation of data from a contractor to our financial system. It has, therefore, impacted accurate and timely data feeds to other data systems. As a result of serialization, manual workarounds were created and an environment resulted where data became incorrect, often delinquent, and resulted in questionable statistical management data. The current inability to change the financial system's programming/edits, due to pending redesign initiatives, does not allow for many options to mechanize the data flow. The contract vehicle used on almost all serialized efforts is a "D" type contract, and currently only a few of these contracts provide visibility at order level.
2. Pending policy changes in the accounting portion of Contract DMAG will require us to go to order level financials on "D" type contracts in the very near future. Going to order level visibility on "D" type contracts will also, in most cases, allow "serialization" to continue. After careful analysis of the financial system constraints/edits, it is evident that, to support the continued need for the "serialization" practice and comply with pending accounting guidance, we must go to order level visibility on "D" type contracts now.
3. Attached are details of changes to existing processes, which are to be incorporated immediately on all new "D" type contract efforts which cite Contract DMAG funds. We will schedule a training session with all Production Management Sellers (PMS) in January 2000.
4. Point of contact is Jimmy Rogers, 6-5896, LGPC-1.

*Randall M. Fountain***RANDALL M. FOUNTAIN, COL USAF**  
Deputy Director  
Logistics ManagementAttachment:  
Implementation Guidance for  
Order Level Visibility on D Contracts

2000-3-J

## Implementation Guidance for Order Level Visibility on "D" Contracts

1. All Contract Depot Maintenance Activity Group (DMAG) "D" type contracts/orders issued after 1 January 2000 will be postured to provide visibility at order level. In order to accomplish the conversion to order level tracking, the following guidance is provided.

a. **The PMS Seller** shall include a data line item within each Purchase Request (PR) for the G009 data reporting requirement. The **Procurement Buyers** shall not process the PR without the G009 data line item. There shall be a separate Abbreviated Contract Number (L00 #) assigned to each contract order. The Procurement Buyer shall obtain the new Abbreviated Contract Number from LGPC at time of award. The **Procurement Contracting Officer** shall ensure that the L00 # is on the face page of each contract order in Block 19 "Remarks Block".

b. **Data systems** will be file maintained at order level.

1) **H075C** will reflect each order at the 17 position level, i.e., F09603-00-D-0123-0001. The PMS Seller will provide an H075C input worksheet to LGPC-1 for each order.

2) **G072D** will reflect all data at order level, i.e., Scheduled-In, Contract Amount, Paid to Contractor, Sales, material accounts, etc. This means all data supplied to LGPC-1 via various documents for "D" type contracts, i.e., Capability List, Contract Visibility, etc, will reflect order level.

3) **G009** will reflect a L00 # for each order. **Contractors** will report contract information at order level, using the assigned L00 #, through the G009 system. This includes the receipt, induction, repair, and shipment of end items. This also includes the receipt and issue of Government-Furnished Material (GFM). Movement of GFM between orders will be minimized and on an as-required basis. This is going to be a deviation from the norm where the contractor would lay in substantial amounts of material in anticipation of additional orders. Material, excluding long lead-time items, should be ordered to support the particular order only.

4) Material requisitions will reflect the L00 # assigned to each order.

2. **Existing "D" type contracts with orders already issued:** Orders issued prior to 1 January 2000 will be reviewed for practicality of application of this guidance. Where it is prudent to do so, the orders will be modified and systems adjusted to incorporate order level visibility. When an order is identified as a possible candidate for conversion to order level tracking, the PMS Seller, Procurement Buyer, Contractor, and LGPC personnel will collectively evaluate the feasibility and benefits if converted. **"D" contracts issued prior to 1 January 2000 with orders issued after 1 January 2000 will have the new orders tracked at order level.** For example, if an existing contract is at order 32 and order 33 is about to be issued, order 33 will be tracked at order level. The reality of this change will be a contract where the basic has one L00 # for the first 32 orders, and the following orders (33 and higher) will require a separate L00 # for each order. This will create visibility of data at order level after order 32.